

4.61 SCHOOL REQUEST OF PAYMENT FROM STUDENTS

A. Purpose

1. The School Board acknowledges the provision within Article IX, Section 1, of the Florida Constitution, which state, in relevant part, as follows:

The education of children is a fundamental value of the people of the State of Florida. It is, therefore, a paramount duty for the state to make adequate provision of the education of all children residing within its borders. Adequate provision shall be made by law for a uniform, efficient, safe, secure, and high quality system of free public schools that allows students to obtain a high quality education ...

The School Board of Clay County affirms the state's duty to make adequate provision for this education for every student in the K-12 public school system, subject to the requirements of Florida and federal laws.

This policy is intended to provide guidelines for interpretation of a portion of this constitutional provision and the relevant laws. This policy neither adds nor removes the obligation that adequate provision be made by law to provide a uniform system of free public schools, but merely provides guidance for implementation, enforcement and compliance therewith.

2. No fee or charge may be required of any student as a condition of attendance and participation for credit in any class unless authorized and participation for credit in any class unless authorized under §1000.01, Florida Statute, or any other federal or state statutes. Principals are permitted to request, as set forth in § A-5 herein, that students voluntarily purchase certain items or voluntarily pay to participate in an activity, which may aid in their learning. If a custodial parent/guardian does not make a voluntary payment or purchase a particular item, consumable or otherwise, or does not pay for an activity, and if the item is used and/or the activity is maintained, the school shall provide this item or activity without cost to the student of that custodial parent/guardian or may choose to forego use of the item or engaging in the activity as part of the instructional program. Schools are required to provide technical and other resources at the school center for student use.
3. The basic supplies students need to complete work, such as paper, pens, pencils, notebooks, and rulers, are the responsibility of the parent or guardian and are not subject to the limitations of this policy.
4. There are items or activities that may be part of the regular curriculum of the schools or courses where students may be requested, as set forth in § A-5 herein, to pay fees based upon the associated costs. This policy identifies these costs, which may be requested of a student, as set forth in § A-5 herein, and are in addition to those otherwise allowed by law, if any.

5. Any request for money from a student shall be in writing, addressed to the student's parent or legal guardian, and shall clearly state that: (a) no penalty of any type will be imposed against the student based upon a failure to pay; (b) no student shall be denied the right to participate for failure to pay; (c) the principal may forego a planned activity or use of a particular item based upon the collection of insufficient funds to cover the cost of the item or activity; and (d) this request is for a voluntary payment. This notice shall also be provided in the schools' or students' handbook, or addendum thereto, which is published and distributed to all students at the beginning of each school year.
6. All principals, assistant principals, and teachers shall be notified of this policy.
7. This policy does not apply to the purchase of uniforms by students attending schools which require uniforms or particular clothing for attendance pursuant to the school board's dress code policy.

B. Acceptable Requests for Payments

1. Students may be requested to pay the costs of materials which may be used for a take-home project. Such charges must be based on the actual cost of the materials and are subject to § A-5 herein.
2. In physical education class at secondary schools, students may be required to shower after physical activity. A student may purchase towel service and a physical education class uniform if provided by the school. The student may bring a towel or appropriate clothing from home for the physical education class.
3. Schools which sell items may request payment from students only for personal items. Principals must exercise caution to determine personal items from those that are clearly the responsibility of the school to provide.
4. Field trips, both off-school grounds and in-school field trips, are intended to enrich the educational experience of students and shall be related to the curriculum. Schools are permitted to request, subject to § A-5 herein, direct payments from a student for a field trip activity which occurs during school hours. If a custodial parent/guardian does not pay for a field trip, the student shall not be denied the opportunity to participate and the school shall arrange for the student to attend without payment, provided other prerequisites (such as, parental permission) have been met. The principal may forego a planned field trip based on insufficient payments to cover the cost of the field trip.
5. When students are given reading assignments which are not in the textbooks or other materials provided for all students' use, adequate copies of these supplemental books and materials, and/or adequate technological equipment shall be available for use or loan in the school center or some other reasonably accessible location. Certain individual projects (such as book reports and term papers) may require use of reading materials available at a public library.

- a. Schools may, subject to § A-5 herein, offer to sell books to students for the reading assignments. Purchase of these materials is an option and shall not be required in order to a student to complete the assignment.
 - b. Charges for these materials shall be based on the cost of the materials to the school.
 - c. These books/reading materials may be made available to students to purchase at school, i.e., book fairs.
6. Students who choose to complete an enhanced project which costs more than the minimum cost of a class project may be charged for the cost of the additional materials. The choice of an enhanced project of the choice of a regular class project will not result in a higher grade for the student who chooses an enhance project.
 7. Cap and gown sales/rentals are appropriate, although no student shall be denied an opportunity to participate in graduation ceremonies by virtue of an inability to pay for cap and gown sales/rentals.
 8. Students may be requested to pay fees for the cost of rental and cleaning of uniforms needed for extracurricular projects which occur outside of regular school hours.
 9. Of a student loses or damages district property, including library books and textbooks loaned to said student, said student shall be required to pay for, replace, or repair said district property.
 10. Students may be charged a modest fine for library books returned late.
 11. Lockers: As applicable, the school may furnish either a book locker and/or physical education locker for each student. The school has a right to require that only locks in a master series of locks, which can be opened by the school's master key, be used on these lockers. The student should have the opportunity to purchase or rent such locks at the school's cost.
 12. Parking fees: High school parking fees may be charged.

C. Voluntary and Extracurricular Activities

1. Extracurricular activities are not considered a part of this policy, and costs associated with these activities may be charged to the student.
2. Schools may charge students costs associated with activities which occur outside of school hours. Student participation is optional. There can be no penalty if the student does not participate, nor may the student be rewarded or receive extra credit for participation.
3. Students may be requested to pay for items and admission tickets for events outside school hours, including athletic events, concerts, and theater productions.

Attendance at these events shall be considered optional. Any student who attends shall not receive extra credit nor shall the student who does not attend be penalized.

(Statutory Authority: §§ 1001.41, 1001.42, 1001.43, F.S.; Laws Implemented: §§ 1001.41, 1000.04, 1001.32, F.S.; Fla. Const. art. 9 § 1.)